



D U R H A M

Open Space & Trails Commission

A G E N D A

2nd Floor Committee Room
January 20, 2015 • 7:00 p.m.
101 City Hall Plaza

Members: Jeffery Bakalchuck, Brian Buzby (Vice Chair), John Goebel (Chair), Debra Hawkins, Annette Montgomery, Ellen Reckhow (BOCC), Steve Schewel (CC), Don Moffitt (CC), Charlie Reece (CC) Reynolds Smith, Tom Stark, LaDawnna Summers, Will Wilson, Sunny Carrington-Hahn, Charlie Welch, Dave Connelly, Alexa Kleysteuber, Perry Whitted, Aspen Romeyn, (Sec) Joe Jackson, Eric Ireland, Meredith Stewart, Luis Suau

Staff: Helen Youngblood, Jane Korest

Excused Absences :

Guests:

I. Call to Order

II. Approval of December minutes

III. Adjustments to the Agenda

- Discussion of Solid Waste Ordinance, Brian Henderson
- Budget request/discussion of a new trails master plan

IV. Committees (Please email update for inclusion in minutes)

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| • Open Space Committee | Reynolds Smith |
| • Education Committee | Brian Busby |
| • Matching Grants Committee | Annette Montgomery |
| • Trails Committee | John Goebel |
| • Development Review Committee | Annette Montgomery |
| • Finance Committee | Tom Stark |
| • Diversity Committee | Will Wilson, Anita, Jeff, Debra, |
| • Beltline | John Goebel, Reynolds Smith |
| • Private Funding and Parks Foundation (PPPF) | Debra Hawkins, John Goebel |

V. Liaisons

- Farmland Board, Will and Perry
- Friends Of Hill Forest, Reynolds Smith
- Ellerbe Creek, Debra Hawkins
- INC., Debra Hawkins
- BPAC, Perry Whitted
- RAC, Steve Schewel
- Friends of Mountains To Sea, Alexa Kleysteuber

- New Hope Creek- John Goebel, Charlie Welch
- Eno River Association, Joe Jackson
- Partnership for Healthy Durham, Durham Public Health, Perry Whitted
- Planning Commission, Brian Buzby
- East Coast Greenway, Triangle RTT Dave Connelly
- PACs

VI. New Business/ Old Business

- Annual Report due
- Tiger Grant
- Coffees with Council

VII. Looking Ahead

Any upcoming items on the Annual Calendar? (Below) any changes to the calendar?
Next meeting(s) Agenda Items?

VIII. Adjournment

Attachments, Minutes, December

Mo	ALL / DOST	Finance	Matching Grants	Education	Open Space	Trails
JAN	Annual Goal setting	DOST sends priorities and funding proposal and concerns to city and county leaders, cc depts.	DOST reports our "winners" to Board of County Commissioners	Prep for Earth Day Opportunities	Hike OS prospective acquisitions	Hike prospective new Trail sites
FEB	Staff / Chair: Draft Annual Report Cmmtes: Ratify annual goals from Retreat.	Get coffee with council and county commissioner schedules and ensure DOST representation	Write up an article for the DOST website	Share planned Earth Day activities, sign ups, newsletters, etc	Hike OS prospective acquisitions	Hike prospective new Trail sites
MAR	Chair / Cmmtes: Edit Annual Report.	Engage the community to support DOST priorities at meetings with officials		Arbor Day	Hike OS prospective acquisitions	Hike prospective new Trail sites
APR	DOST: Finalize Annual Report.	Continue to lead DOST's push for priorities		Earth Day Activities.		
MAY	DOST: Present Annual Report	Continue to lead DOST's push for priorities		Write up an article for the DOST website		Community Outreach for Adopt a Trail
JUN	Summer Retreat: Nominating Committee / Officers, checkpoint on Goals	City / County Budget goes to Council for approval.		Share Plans Festival for the Eno sign ups, newsletters, etc		Host Event for National Trails Day (1st Sat)
JUL	Chair: Request Semi-Annual update to DOST From Parks/Rec.	New city budget approved and new financial year begins.	Update the criteria and agree on strategy for the cycle. Press release for applicants.	Festival for the Eno	Check for any coming updates to open space plans // provide input	Check for any coming updates to trails plans // provide input
AUG	Cmmtes: Consider specific areas for which you need depts. to include in their proposed budgets for the next fiscal year.	Finance gives refresh of current funding situation and open / unfunded items to DOST.	Write up an article for the DOST website.	Prep for Centerfest sign ups, newsletters, etc	Set acquisition priorities for the next fiscal year	Set trail priorities for the next fiscal year
SEP	Communicate priorities and budget needs to the following depts.: Parks (new trails), County (open space). General Services (maintenance), Public works (storm water issues on trails), Transportation	Finance kicks off budget season with DOST, Leads DOST discussion on budget strategy around major needs, Bonds, etc. Requests input from Cmmtes on Budget needs for next fiscal year.	Applications due.	Center fest 20-21	Communicate priorities to appropriate departments (see column B)	Communicate priorities to appropriate departments (see column B)

OCT	DOST: Cmmtes report on key budget actions needed.	Present annual budget summary/proposal to DOST.	Committee members review each individually then meet to discuss, and instruct staff regarding those with questions/issues that must be addressed by applicants.	Write up an article for the DOST website	Follow up with depts. Regarding priorities and the budgets they plan to submit. Share results with Finance team	Follow up with depts. Regarding priorities and the budgets they plan to submit. Share results with Finance team.
NOV	Cmmtes: Work in concert with Finance team to interlock with departments on budget priorities.	Invite the Depts. Present their budget proposals to DOST, work to resolve any gaps with DOST priorities.	Second meeting; re-review those who responded to questions/issues.			Prepare for State Parks Adopt a Trail Grants due in Jan
DEC	DOST: Cmmtes share their results of their Annual Goals.	Coordinate DOST's communication of budget needs to city and county	Select "winners" and take recommendations to DOST		Hike OS prospective acquisitions	Present to DOST on Trails Grants